

ATHENS REGIONAL LIBRARY BOARD OF TRUSTEES
Minutes of January 20, 2022 Meeting
Zoom Meeting, 3:30 pm

Meeting was called to order at 3:34 p.m. by Chairman Timmons. Present were Mr. Campbell, Ms. Frey, Mr. Garner, Mr. Lutz, Mr. Rice, Ms. Russell, Ms. Shoemaker, Ms. Terrell, Mr. Timmons, and Mr. Woods. Absent were Ms. Avery, Ms. Hunt, Ms. Norris, and Mr. Shapiro. Staff present were Ms. Bell, Ms. Price, Ms. Shimobi-Obijuru, Mr. Bush, Ms. Mayfield, Ms. Shull, Ms. Schuman, Ms.Green, and Ms. Plaksin.

The Minutes of the October 21,2021 Board meeting were unanimously approved. (Moved by Mr. Lutz, Seconded by Mr.Garner)

The adoption of the current agenda was unanimously approved. (Moved by Ms. Shoemaker, Seconded by Mr. Garner)

Public Comment - None

Recognitions: Chair Timmons welcomed Oglethorpe BOT member, Mary Frey, as the newest ARLS Board of Trustees member.

Financial Report:

Financial Report FY2022 Q2, prepared by Mamie Fike, Business Manager.
Ms. Fike gave the report. She reports revenue at 57% , and expenditures at 51%.
Financial Report FY2022 Q2 was unanimously approved.

Regional Reports

Athens-Clarke County:

Ms. Russell gave the report. She reports that the ACCL Board reviewed their Constitution and By-Laws.
The Friends Fall Book Sale was successful. They were able to raise \$16,000.
The Eastside User Group continues to meet and things are progressing as expected.

Franklin County:

Ms. Shoemaker gave the report. She reports that although they are operating on a tight budget, programming is going very well. There are plans to ask the commissioners for more funds.
Covid had a significant impact on their Friends, but she is happy to report that they are gearing up and becoming more active.

Madison County:

Mr. Rice gave the report. He reports that Aleta Turner was hired as the new branch manager. Madison County BOT member, Ramona Booth, is in the Comer Rehabilitation Center. Sending well wishes to Ms. Booth would be appreciated. She will need to be replaced on the Board. Mr. Rice reported that three new officers started in June. Ms. Linda Pitts is the new Chair. Ms. Peggy Terrell is the Vice Chair, and Ms. Terri Drake-Floyd is the new Secretary. He was happy to report library card sign ups have increased.

The LED lighting project is complete. The library has better lighting that is more energy efficient.

Oconee County:

Mr. Campbell gave the report. He was happy to report that patrons are pleased with all the great programming.

This quarter's meeting was led by Vice Chair, Ms. Rubilien Norris.

Wire Park is coming along and the project is on target. He attended a site meeting in December with Director Bell and Ponder & Ponder.

The FOL February Book Sale will be held at the Oconee Civic Center February 10th - 13th.

Oglethorpe:

Mr. Garner gave the report. He announced Ms. Mary Frey will serve as an Oglethorpe representative on the ARLS Board of Trustees. In the past, Ms. Frey served as Oglethorpe FOL President, and has also worked with Meals On Wheels.

The Library held a LiScary Spooktacular Event in October featuring games, crafts, and costumes. It was very popular and well attended.

For the past six months, a local artist provided an art show.

He reports that the Library has partnered with the local Senior Center to host a monthly movie matinee.

Branch Manager, Austin Jenkins, will attend PLA in March. Library Assistant, Laura Lindsay, celebrated her 15th work anniversary.

He was happy to report that their Friends remain very active. In appreciation of the staff's hard work, they gifted them Christmas stockings and tickets to Winter Wonderlights at Botanical Gardens.

Director's Report:

Director Bell introduced Rebecca Ballard as the new Regional Children's Coordinator. Ms. Ballard is an Emerging Leader and Ms. Bell is very excited to have her in this role.

The PLA conference is approaching. We are sending ten members of staff to Portland to attend the conference. The funds will come out of the staff development budget.

The Capital Outlay is complete. Ms. Bell urged the Board to contact legislators and vote yes for our projects.

Ms. Bell gave a Covid update. She informed the Board that Covid cases among staff may cause shortages. The Regional Covid budget has been exhausted. With the recent surge in new Covid cases, we purchased KN95 masks for everyone. The university system sent sanitizing wipes, and they were distributed amongst the branches.

We had a successful, virtual Staff Development Day. Board Chair, Mr. Timmons delivered the opening address and thanks on behalf of the Board of Trustees. We were thrilled to have library renowned security expert, Dr. Steve Albrecht as our guest speaker.

Keir Bridges received the Staff Distinction award, and our IT Department received the Most Valuable Team award.

Ms. Bell informed the Board that we received an IMLS grant to install hearing loops around the Region.

We received six Strategic Plan proposals. We will choose three firms to present to the committee.

Committee Reports:

Policy - Mr. Timmons gave the report. He read the Bereavement Policy to the Board. Siblings were mistakenly left out of the policy. Chair Timmons recommended that siblings are added to the Bereavement Policy.

Personnel - Mr. Timmons gave the report and stated that it is time for the annual review of the Executive Director. The questionnaire will be sent to all Board members and staff.

Constitution & By-Laws - Chair Timmons informed the Board that it is time to review the Constitution and By-Laws. ACCL has assembled a committee to review their Constitution and By-Laws, and the Regional Board will do the same. Chair Timmons may appoint members to help with this task.

Old Business:

- Chromebook and Hotspot Usage Report - Director Bell opened the floor to Assistant Director Sue Plaksin to give a Chromebook and Hotpot update. She reported that 13 Chromebooks and 18 hotspots circulated Region wide. She informed the Board that we are experiencing a problem at ACCL with Chromebooks not returning, although they are disabled once they are a day late. Several are missing.
- Tutor.com Usage Report - Director Bell opened the floor to Assistant Director Trudi Green to give a Tutor.com update. Ms. Green reported that although we are not seeing the usage we would like to see, usage has slightly increased. She reported that students seek the most help for math on Tutor.com. On average, users usually spend approximately 17 minutes on the site. The Library continues to promote the service. Athens will roll out the PLAY card soon, and she expects usage to go up.
 - Ms. Fike added that it is a risk to count on restricted funds to pay for this service.
 - Mr. Lutz asked if we knew how many people were using the service. Ms. Shoemaker asked if we could change our subscription to a monthly subscription.
 - Ms. Green replied that we had a total of 234 sessions. Val added that we can contact Tutor.com and ask if a monthly subscription is an option.
 - Mr. Garner inquired about there being any fees associated with stopping the service and then starting it again.
 - Mr. Lutz asked if anyone thought the school system would pitch in.
 - Mr. Garner and Ms. Terrell replied that they don't see that happening.
 - Director Bell commented she thinks asking for a 6 month extension would be a good idea. Ms Russell agreed we should ask Tutor.com for an extension because this is still a pilot program.
 - The Board unanimously voted to ask Tutor.com for a 6 month extension.
(moved by Mr. Campbell and seconded by Mr. Garner) *Action Item*

New Business:

- Approval of notification of mileage increase. Unanimously Approved
(moved by Mr. Campbell and seconded by Mr. Garner) *Action Item*
- Approval of the decision of the Strategic Planning Committee to hire a consultant based on the recommendation of the Committee. Unanimously Approved
(moved Mr. Rice, seconded by Mr. Campbell) *Action Item*
Mr. Lutz informed the Board of the three consultants that were chosen: Fast Forward Libraries, Library IQ, and Rethinking Libraries.
Val will schedule a time for each to present.

Director Bell added that we need a representative from each county to serve on the steering committee. Ms. Shoemaker volunteered to represent Franklin. Ms Terrell will serve for Madison County. Mr. Garner will serve for Oglethorpe. Mr. Lutz will represent Oconee, and Mr. Mason will serve for Clarke.

- Approval of the Athens Regional Library Systems Holiday Closings 2022. Unanimously Approved (moved by Ms. Shoemaker, seconded by Mr. Woods) *Action Item*

Action Items:

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- Approval of notification of mileage increase. Unanimously Approved (moved by Mr. Campbell and seconded by Mr. Garner)
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- Approval of the Athens Regional Library Systems Holiday Closings 2022. Unanimously Approved (moved by Ms. Shoemaker, seconded by Mr. Woods)

Announcements: Chair Timmons announced that Bill Prokasy and Wally Eberhart have been named Trustees Emeritus. He presented their plaques that will be hung on display in the Library.

Adjourn:

With no further business, Chairman Timmons called for adjournment at 4:50pm. (Motioned by Mr. Rice, seconded by Ms. Russell) Unanimously approved

Next Meeting is scheduled for April 21, 2022 at 3:30 pm.